

draft

Downtown Providence District Management Authority

Board of Directors meeting minutes

Thursday, September 16, 2010 8:30 a.m.

1. Roll Call

Director Gagliardi called the meeting to order at 8:35 a.m.

Directors present: Umberto Crenca, Joseph DiBattista, Wendy Doyle-Spatcher, Robert Gagliardi, Evan Granoff, Susan LaPidus, Richard Lappin, John MacIver and Christopher Placco.

Ex-Officio Members present: Diana Burdett, Kathy Oberacker and Lisa Paratore

Others present: Dan Baudouin, Executive Director of the Providence Foundation; Joelle Kanter, Program Director of the Providence Foundation; Steve Gibson, President of Urban Place Consulting; Frank LaTorre, DID Director of Public Space; Rosemarie Durette, DID Accounting Manager/Office Administrator.

2. City of Providence Update

Alix Ogden was unable to attend today's meeting. Frank LaTorre gave an update on City matters as part of his report.

.

3. Approval on the minutes from the July 15, 2010 Board meeting

Director Macliver motioned to approve the minutes from the July 15, 2010 Board meeting. Director Granoff seconded the motion, and a roll call vote was held as follows:

Director Crenca yes

Director DiBattista yes

Director Doyle-Spatcher yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Director Placco yes

Therefore the motion passed.

4. Financial Report

Monthly Financial Reports

Rosemarie Durette presented the financials for July and August 2010.

The Statement of Financial Position shows the DID to be in a comfortable cash position with adequate funds to pay monthly expenses and maintain a reserve.

The Statement of Operations shows an increase in revenue over budget due to additional sales of condominiums at the Westin. Overall expenditures for this time period were slightly over budget.

Expenses will be closely monitored as that the following months will be on target with the budget.

Director Macliver motioned to accept the July 2010 financials as presented. Director Placco seconded the motion, and a role call vote was held as follows:

Director Crenca yes

Director DiBattista yes

Director Doyle-Spatcher yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Director Placco yes

Therefore the motion passed.

Director Placco motioned to accept the August 2010 financials as presented. Director Macliver seconded the motion, and a role call vote was held as follows:

Director Crenca yes

Director DiBattista yes

Director Doyle-Spatcher yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director MacIver yes

Director Placco yes

Therefore the motion passed.

5. Election of Officers for the 2011 Fiscal Year

A discussion was held to amend the by-laws to read

From:

“No elected officer shall serve more than two terms consecutively”

To:

“No elected officer shall serve more than three terms consecutively”

Director Granoff motioned to accept the by-law change. Director LaPidus seconded the motion, and a roll call vote was held as follows:

Director Crenca yes

Director DiBattista yes

Director Doyle-Spacher yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Director Placco yes

Therefore the motion passed.

Diana Burdett presented the recommendations of the nominating committee regarding the election of Officers for the 2011 fiscal year.

The Committee recommended keeping the current Officers

Director Granoff motioned to accept the committee's recommendations. Director DiBattista seconded the motion, and a roll call vote was held as follows:

Director Crenca yes

Director DiBattista yes

Director Doyle-Spacher yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Director Placco yes

Therefore the motion passed.

The Officers are:

Robert Gagliardi Chair

Richard Lappin Vice Chair

John Macliver Secretary

Christopher Placco Treasurer

6. Economic Development Joint Venture

Dan Baudouin presented a summary of the work that has been completed to date. While these areas; parking, marketing and taxes will continue to be worked on, new areas will become a focus. The main initiatives will be regarding an office visitation program, additional marketing and City taxation. Committees will be formed to help guide the focus of these new initiatives

7. Report from Urban Place Consulting & Director of Public Space

Frank LaTorre updated the Board on the projects he is working on:

Frank presented a handout regarding his work done on the parking situation as part of the Economic Development Joint Venture focusing on a customer oriented parking system. An advisory committee meeting was held. The objective of this committee is to get the customer oriented parking system in place. Plans are being development for a parking website in conjunction with the PWVCB.

The RIDOT sidewalk repair project has started.

The bid for the brick sidewalk repair has been awarded.

Testimony was given in the lawsuit filed against the City's Licensing Board regarding the transfer of license from Club Elements to Club Karma. Ruling is expected the end of September.

Steve Gibson informed the Board of rate changes from Block by Block for the 2011 fiscal year. The numbers are being reviewed so that we stay with the budgeted figures.

8. Marketing Report

Joelle Kanter updated the Board on the projects that she has been working on:

The Fall 2010 newsletters are ready and will be distributed in the coming days.

Marketing materials have been given to all the local colleges and at the "We Mean Business" expo held by the Secretary of State's office.

Steve Gibson is presenting a draft of the new wayfinding signage to the committee. The draft includes 88 new signs. Next it will go to a design team and hopefully out to bid in early Spring 2011.

9. Report from Block- By- Block

Frank Zammarelli did not attend today's meeting.

10. Other Business

Steve Petruccillo, a member of the DID safety team, passed away unexpectedly on Wednesday September 15, 2010. Director Lappin motioned for the Board to send a resolution of appreciation to Steve's family to express their condolences. Director Macliver seconded the motion and a roll call vote was held as follows:

Director Crenca yes

Director DiBattista yes

Director Doyle-Spatcher yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Macliver yes

Director Placco yes

Therefore the motion passed.

Rosemarie Durette has resigned from her position as the Accounting Manager/Office Administrator. Her last day will be September 30, 2010.

11. Adjournment

Director Gagliardi adjourned the meeting at 9:45a.m.

Respectfully submitted,

Rosemarie Durette

Accounting Manager/Office Administrator